

Honours Bachelor of Business Administration–Human Resources



Benefits of hiring a Niagara College Co-op student

NEW TALENT | STAFF COVERAGE | PEAK SEASON | SPECIAL PROJECTS

Four-year business degree program that focuses on human resources best practices from a strategic and tactical perspective.

Student Competencies:

- › Demonstrate a general knowledge of business including marketing, information systems, economics, accounting, management practices and organizational development
- › Recruit and select job applicants by posting job ads, screening applicants, interviewing candidates and checking references
- › Design training and orientation programs including development, delivery and evaluation
- › Develop and maintain employee data and manage workforce information using digital applications
- › Intermediate and advanced skills in Microsoft Office programs
- › Excellent written and oral business communications, research and analysis skills
- › Knowledge of Canadian employment laws, human resource ethics, health and safety requirements/legislation

Our students have enhanced organizations in these areas:

- › Compensation and Benefits
- › Contract Development
- › Employee Relations
- › Employment Counselling
- › Employment Legislations
- › Health and Safety
- › HR Information Systems
- › HR Coordination
- › Payroll
- › Recruitment
- › Training & Development

ACADEMIC & CO-OP WORK SCHEDULE			
YEAR	FALL TERM	WINTER TERM	SPRING TERM
1	Study	Study	OPEN
2	Study	Study	WORK
3	Study	Study	OPEN
4	Study	Study	

Co-op work term requirement is 450 hours.

Post your employment opportunities at mycareer.niagaracollege.ca



For information about hiring, please contact us at:
905-641-2252 ext. 4165
nccareerservices@niagaracollege.ca

Ask us about the (up to)

\$3,000

**Co-op
Education
Tax Credit**